

ROSEWOOD COMMUNITY PLANNING ORGANIZATION (CPO) BYLAWS

ARTICLE I

- A. NAME: Rosewood Community Planning Organization (CPO).

ARTICLE II

- B. PURPOSE: The purpose of the Rosewood CPO is to serve the residents within the boundaries of the Rosewood CPO in matters concerning community development, land use and community issues in general.

GOALS. The goals of the Rosewood CPO are as follows:

1. Involve area residents in the land use and community planning processes.
2. Provide a line of communication between area residents and the Board of County Commissioners, the Planning Commission and other public bodies.
3. Act as an advisory board to the Board of County Commissioners, the Planning Commission and the Planning Division on matters affecting areas within the boundaries of the Rosewood CPO.
4. Assist county with fulfilling the citizen involvement goals provided for in the Clackamas County Comprehensive Plan.
5. Develop planning proposals with respect to land use, zoning, parks, water resources, open space and recreation, annexation, housing, community facilities, transportation and traffic, community services, and other factors affecting the livability of the area within the boundaries of the Rosewood **CPO**.
6. Protect the character of the area by maintaining a vigilant posture to sustain a safe, healthful, and pleasant quality of life.
7. Take such action as necessary by speaking out as a non-partisan group in support of the Rosewood CPO's objectives.
8. Be fully responsive to the comprehensive needs of the area and to take action as may be necessary in support of its objectives.

ARTICLE III

- C. MEMBERSHIP: A member must be:
1. A resident of the recognized area; or
 2. A property owner within the community area, or
 3. A designated representative of a business, corporation, or trust within the area.

ARTICLE IV

- D. BOUNDARY: See attached map, Exhibit A.

ARTICLE V

- E. VOTING: To vote in any election or on any item, a member must:
1. Comply with the membership qualifications;
 2. Be of legal voting age (State requirement)'
 3. Sign the roll at the meeting the election takes place.
 4. Only one designated representative per business in the recognized area may vote.
 5. Action of the CPO shall be by a majority vote of the voting members present at any regular or special meeting for which proper public notice is given and at which a quorum is present.
 6. The results of the voting shall be reported numerically and become part of the minutes.
 7. In cases where the response deadlines preclude actions at a regular or special meeting, the CPO may delegate responsibility for taking action to the Board.

ARTICLE VI

- F. QUORUM: Membership meeting quorum shall consist of five voting members of which two (2) are officers.

ARTICLE VII

- G. MEETINGS AND ELECTIONS:
1. Meetings shall be conducted in a businesslike manner and according to parliamentary procedures (Robert's Rules of Order).
 2. Minutes shall be kept and will be available for inspection. All meeting minutes shall be submitted to Clackamas County.
 3. Regular meetings will be scheduled twice yearly and as needed.
 4. The election of officers will be held during the month of April. Arrangements for this meeting will be made by the Board.
 5. A nominating committee may be appointed by the Chairperson prior to the annual meeting. The Committee shall present its recommended list of candidates at the annual meeting.
 6. Nominations for officers will be accepted from the floor of members who are present and give their consent.
 7. The CPO will notify the local newspaper several days in advance of the meeting and will post 3 signs in reasonable locations at least 6 days prior to the CPO meeting.
 8. Special meetings may be called by the officers of the organization with proper notice. Special meetings shall be duly advertised and open to all interested parties and shall be called by the Chairperson or two (2) officers.
 9. Board meetings shall be called by the Chairperson to carry on the business of the organization. These meetings are open to all interested members.
 10. Any officer may preside in the absence of the Chairperson and Vice-chairperson.

ARTICLE VIII

H. OFFICERS AND BOARD: The Board of Directors shall consist of seven members, three elected officers and four elected representatives, all members of the organization. The duties of each officer are:

1. CHAIRPERSON: The Chairperson presides at all meetings. May represent the community in all conferences or activities involving inter-organizational planning and coordinating.
2. VICE-CHAIRPERSON: Presides over meetings during the absence of the Chairperson. Works with the Chairperson and other members of the organization on intra-organizational planning and coordinating. Shall direct the activities of all committees and see to it that the organization actions are carried out.
3. SECRETARY-TREASURER: Keeps minutes and attendance records of all membership and committee meetings. Keeps a file on all correspondence and records available for public inspection and review in compliance with Oregon Records and Meetings Law. Will serve as Treasurer as needed by recording funds, if any, and reporting same to organization.
4. AREA REPRESENTATIVES: There shall be four Area Representatives who shall be members of the organization and their assignments will be worked out by the organization. They will represent the community with public agencies that are of general interest to the community.
5. Three members of the board have the power to fill any vacant officer positions.
6. All terms of office shall be for one year; however, the officer may continue to serve until a successor is elected or appointed.

ARTICLE IX

I. AMENDMENT PROCEDURES: Bylaws may be amended by a two-thirds majority vote of the membership at a regular meeting at which a quorum is present provided:

1. Proposed amendments, drafted and approved by the Board, shall be submitted to County Counsel for approval. Upon approval of the County Counsel, the proposed amendments shall be approved by members of the CPO.
2. To be eligible to vote for any amendment, a member must sign the attendance roll.
3. The amended bylaws shall supercede all previous bylaws and become the governing rules for the CPO.